

<p style="text-align: center;"><b>KENTUCKY CORRECTIONS</b> Policies and Procedures</p>	<p>Policy Number</p> <p style="text-align: center;">28-04-01</p> <p>Date Filed</p> <p style="text-align: center;">January 12, 2005</p>	<p>Total Pages</p> <p style="text-align: center;">2</p> <p>Effective Date</p> <p style="text-align: center;">May 26, 2005</p>
<p>Authority/References</p> <p>KRS 196.030, 196.035, 439.600, 439.630</p> <p>CPP 25.4, 25.6, 25.8</p> <p>P &amp; P ACA Standard 3-3206</p>	<p>Subject</p> <p style="text-align: center;"><b>FURLOUGH VERIFICATIONS</b></p>	

## I. DEFINITIONS

As used in this document, the following definitions apply:

“Community center” means a jail or halfway house facility housing state inmates or parolees.

“Extended furlough” means an authorized absence from a Community Center or institution to allow an inmate who has been recommended for parole to find employment.

“Furlough” means an authorized absence extending the limits of confinement from a correctional institution to visit a specific place within the boundaries of the Commonwealth of Kentucky for a specific length of time. At the expiration of the furlough, the inmate must return to the designated facility.

## II. POLICY and PROCEDURE

A. The officer in the community to which an inmate requests a furlough shall, when requested, assist institutional or community center personnel in verifying the legitimacy of the inmate's request. This may include verification of (3-3206):

1. an acceptable home placement
2. a job interview or placement
3. a death or illness in the inmate's family, etc.

B. The officer may keep an ongoing log of all furloughs approved to his district. This log may include:

1. Name of inmate being furloughed
2. Date furlough approved or denied
3. Contact officer at the institution requesting furlough

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4. Date furlough begins
  5. Date furlough ends
  6. Any special conditions of furlough
- C. The officer shall consider when investigating the furlough request Commonwealth Attorney in that area has requested no furloughs to that county.